

Intern Application



Haleakalā National Park

Mahalo for applying to the Intern program at Haleakalā National Park. Positions are available for post-secondary students who have completed at least two semesters of course work (12 credits). It is open to any student attending trade school, community college or non-traditional schools. First preference is given to Hawai'i residents or Hawai'i High School graduates.

Applications are accepted year-round with a deadline of March 15 for summer positions.

Please completely fill out this application and return to the address on the reverse side.

NAME _____ TELEPHONE _____

MAILING ADDRESS _____

CITY/STATE/ZIP _____

EMAIL ADDRESS _____

HIGH SCHOOL _____ CITY/STATE _____

CURRENT SCHOOL _____ CREDITS COMPLETED _____

Please enclose a copy of your high school transcript and your current transcript or equivalent.

What type of degree or certificate are you working towards? _____

Please list in order (1-3) your preference of intern positions that you would like to be considered for. Please note—some positions may not be offered every year. For detailed information and position requirements, please visit our website at http://www.nps.gov/hale/pages/tier_two/volunteer.htm

1. _____ 2. _____ 3. _____

Are you willing and able to:

- | | | |
|--|-----------|----------|
| • Lift, carry and pack up to 35 pounds? | Yes _____ | No _____ |
| • Work on projects that require attention to detail? | Yes _____ | No _____ |
| • Work on projects that are physically demanding? | Yes _____ | No _____ |
| • Work outdoors in inclement weather? | Yes _____ | No _____ |
| • Work in areas with steep cliffs and near vertical drop-offs | Yes _____ | No _____ |
| • Use safety equipment correctly and work safely with tools? | Yes _____ | No _____ |
| • I would like to be considered for non-paid positions as well | Yes _____ | No _____ |
| • I am available to work full-time for 12-16 weeks | Yes _____ | No _____ |
| • I am available to work part-time for 12-16 weeks | Yes _____ | No _____ |
| • I have reliable transportation to get to the park | Yes _____ | No _____ |
| • I have reliable transportation to get to a car pool location | Yes _____ | No _____ |
| • I enjoy working with visitors of diverse ethnic backgrounds | Yes _____ | No _____ |

I am available for the following time period _____ to _____ (mm/dd/yy)

Applicant Signature _____

Date _____

1. Do you have any work experience (either paid or unpaid) that relates to the position you are applying for? Briefly describe your experience:

2. Do you have any physical/medical condition or limitation that may affect your ability to do this type of work? If yes, what can be done to work with those limitations? Yes_____ No _____

3. What is your greatest accomplishment so far? Why is this important to you?

4. Tell us why we should select you to participate in the Intern program?

5. Why do you want to participate in this program and what are your expectations and goals you would like to achieve.

6. Do you have any career goals in mind? If so, how would this intern position benefit you?

7. Using the attached recommendation form, please enclose three recommendations for you. At least one recommendation should be from a current or recent instructor.

Applications must be mailed to the address below.
Youth & Volunteer Program Manager
Haleakalā National Park
POB 369
Makawao, HI 96768

Applicant's Last Name: _____ First Name: _____

RECOMMENDATION FOR INTERN PROGRAM

The applicant is applying for an Intern position at Haleakalā National Park. This 12-16-week volunteer program provides an opportunity for post-secondary students to experience first-hand careers in conservation. A variety of internships are available and applicants will be matched with one that interests them and be provided cross-training in other disciplines within the park to obtain a well-rounded understanding of the National Park Service. Some participants will do **hard physical labor** and may be exposed to insects, adverse weather, and difficult working conditions.

Adults who recently completed two semesters (or equivalent) (12 credits) of post-secondary schooling (community college, trade school, non-traditional school) are eligible to apply. Some intern positions will have a few requirements though most do not. We do look for interns that have excellent communication skills, can work as a team member and follow through with commitment. Intern position descriptions are available on our website at http://www.nps.gov/hale/pages/tier_two/volunteer.htm

Please complete the following and enclose it in a sealed envelope and return it to the applicant for inclusion into his/her application packet. If you wish, you may also attach a letter of recommendation typed on your school or professional letterhead.

IMPORTANT: Applicant must receive this recommendation and have their application postmarked by March 15 to be considered for summer positions. Applications are accepted year-round for other positions.

Your Name: _____

Your Employer: _____

Your Position: _____ Day Phone: _____

Mailing Address: _____

Best time to reach you by phone: _____

How long have you know the applicant? _____

In what context? _____

(OVER)

Please indicate the term that best describes the applicant in relation to the following attributes. E=Exemplary; S=Satisfactory; U=Unsatisfactory; N=Needs Improvement; UK=Unknown.

	E	S	U	NI	UK
Attitude					
Attendance (please specify school or work)					
Ability to accept supervision					
Ability to follow through with commitment					
Work ethic					
Teamwork ability					
Oral Communication Skills					
Ability to perform hard physical labor					
Leadership skills/ability					

Would you recommend this applicant for an Intern position?

Yes _____ No _____ Why?

Additional Comments: